



Cedar Beach Monitor Job Duties

The Town of Harpswell is required by license agreement to provide a paid monitor twice a day (AM & PM) to monitor the usage of Cedar Beach. This position is for Memorial Day weekend to Labor Day weekend only.

Overall

To assist the Recreation Director in operation of the authorized user area of the beach and parking lot.

Reports to

Recreation Director

Primary Monitor Duties

- As an employee, you are a representative of the Town of Harpswell, and must greet the authorized beach users in a friendly and courteous manner.
- Beach rule education must be done a gentle, non-confrontational manner.
- Monitor the road and beach to observe that beachgoers are following the rules.
- Check parking areas, note number of cars parked upon arrival and departure.
- Inform beachgoers if they are outside the usage area and bring beachgoers back into the usage area if they are outside the boundaries.
- Talk with beachgoers to see that they are Harpswell residents, non-resident taxpayers or a guest of either (this includes renters and hotel/motel guests).
- Beachgoers are permitted to use the "Lester Family Beach" that is adjacent to the Cedar Beach Easement as long as the easement rules continue to be followed.
- Offer alternative beach areas if they do not meet authorized user requirements (Harpswell Guide).
- Pick up and bag any small trash items to be disposed of at the recycling center.
- Other duties that may be assigned by the Recreation Director as needed.

Employment Details

- Proper attire is required (neat and clean) including uniform shirt.
- Record time, activity, car counts, people counts and any rule corrections on a log sheet.
- Must be able to walk at least 1/2 mile during a shift.
- This position is seasonal part-time, shift work.
- Days and hours will vary. There is scheduling flexibility week to week.
- In the event you will be absent notify the Recreation Director as soon as possible.
- No monitoring will be performed in the event of heavy rain, heavy fog or cold temperatures.
- Pay is on a weekly payroll basis.